



Sambourne CE  
Primary School

# **Teacher application pack**

Sambourne CE VC Primary School  
September 2021



Sambourne CE  
Primary School

# Welcome

June 2021

Dear Prospective Applicant,

Thank you for your interest in our school.

This pack contains:

- \* Advertisement
- \* Job Description—KS2
- \* Person Specification
- \* Selection Process

Should you wish to apply for this role, please fully complete the Application Form and write a covering letter, outlining the skills you think you can bring to this post and your reasons for applying. Please send these by email to [personnel@sambourne.wilts.sch.uk](mailto:personnel@sambourne.wilts.sch.uk) by midday on Tuesday 22<sup>nd</sup> June 2021.

All details on how to apply can be found on our website:

<https://www.sambourne.wilts.sch.uk/our-school/vacancies>

Interviews will be held on Monday 28th June 2021 and we will contact shortlisted candidates by telephone and email about the interview day as soon as possible after the closing date.

We look forward to receiving your application.

Yours sincerely,

Mr Michael Allen

Headteacher



“The school provides a family atmosphere with a safe learning environment, highly motivated and talented staff and a supportive governing body who know the school well. “

# Visions and Values



Sambourne CE  
Primary School

We believe that Sambourne CE Primary School nurtures and encourages all our children to fulfil their hopes and aspirations. Everyone who comes to our school will be helped and supported to prosper and thrive, be responsible individuals and be happy in themselves. All members of our school community will value and care for each other, the wider community of Warminster and beyond.

This Vision has a Christian foundation that can be seen in all that the school does. Of all the Christian Values that the school embodies, the children have chosen those that they believe are the most relevant to them in their everyday lives:

Hope

Trust

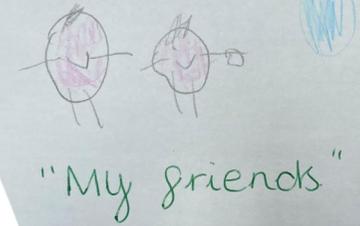
Forgiveness

Friendship and above all

Love

**‘That your love may abound more and more in knowledge and understanding’**

**Philippians 1:9**



"My friends"





Sambourne CE  
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# Community Involvement

Sambourne School enjoys a close relationship with Christ Church which is maintained through assemblies, "Open the Book" sessions led by Church members and regular use of the church building. Two church members serve as Foundation Governors to encourage the promotion of the Christian ethos in the School vision, policies and day to day activities.

"It has been my pleasure to get to know Sambourne School as I have recently settled in to my post as Vicar of Christ Church. The Church really values our link with the School and we enjoy having the Children into Church for special services. A highlight of my first few months in Warminster was Sambourne Schools Christingle Service which was very special. I go into Sambourne weekly to lead Open the Book assemblies and the Children are always very enthusiastic and join in with gusto and I always look forward to Thursdays. I am very much looking forward to continuing to grow and develop more links with the School in the future. It is a lovely School, with passionate children and committed staff."

*Rev Lorraine Dobbins*

We are very fortunate to have a PTFA that is and has been such an integral part of the school community for many years.

Through fundraising and fun events, the PTFA have raised thousands of pounds, which have been spent on improving equipment and resources to enhance our children's education and the facilities in school.



# Advertisement



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<b>Job title</b>	Teacher, suitable for an ECT (NQT)		
<b>Full school address including postal code</b>	Sambourne CE VC Primary School, Sambourne Road, Warminster, Wiltshire, BA12 8LF	<b>School email address</b>	<a href="mailto:personnel@sambourne.wilts.sch.uk">personnel@sambourne.wilts.sch.uk</a>
<b>Number on roll</b>	126	<b>School telephone number</b>	01985 212458
<b>Salary</b>	MPS (M1-M3)	<b>Hours</b>	Full time, Permanent
<b>Commencement date</b>	Wednesday, 1st September 2021	<b>Advertisement closing date</b>	Tuesday, 22nd June 2021
<b>Interview date</b>	Monday, 28th June 2021	<b>Other important information</b>	Shortlisting will take place on Wednesday 23rd June 2021

**We are looking for a motivated KS2 class teacher to join our friendly and committed team from September 2021. This post is suitable for an ECT (NQT) teacher.**

Situated in the former market town of Warminster in semi-rural Wiltshire, our school was founded in 1835. Enjoying strong family links, our children, parents, family and staff work together in an open and supportive atmosphere to the benefit of all. With strong links to our local community we take pride in promoting our school's Christian ethos with our Christian values of **Hope, Trust, Forgiveness, Friendship** and **Love** underpinning our whole school life.

#### **We seek to appoint a KS2 Teacher who:**

- \* Recognises and builds upon the strengths of each and every child and takes responsibility for their rapid progress
- \* Is passionate about making a difference and committed to providing a caring, nurturing environment, sympathetic to our Christian values
- \* Displays excellent communication skills to the entire school community, establishing strong foundations with parents, children and other stakeholders
- \* Is creative and enthusiastic and open to challenge and change
- \* Has a good understanding of the National Curriculum and Assessment for Learning
- \* Is willing to play an active part in our school community

#### **We can provide you with:**

- \* Happy children who are polite and willing to learn
- \* A caring and supportive school community
- \* A commitment to your professional development including mentoring for the ECT years
- \* A modern building which offers the best facilities for adults and children

Visits to the school are warmly welcomed, please contact Mrs Mandie Thomas, our School Business Manager to arrange this. You can call on 01985 212458 or email [personnel@sambourne.wilts.sch.uk](mailto:personnel@sambourne.wilts.sch.uk)

If you would like to apply for this post, all the information and application details are available for download on our website <http://www.sambourne.wilts.sch.uk/our-school/vacancies>

**Sambourne School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All applicants will be subject to a full Disclosure and Barring Service check before appointment is confirmed.**

# Job description



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This job description is to be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the teachers' duties set out in that document. The below responsibilities are subject to the Teachers Pay and Conditions legislation currently in force. This job description is not necessarily a comprehensive definition of the post, duties may vary within this framework in line with its general character and level of responsibility entailed. It will be reviewed annually and it may be subject to modification or amendment at any time, after consultation with the holder of the post.

## Supervisory Responsibilities

- \* Teaching Assistants

## Main purpose of the role

- \* To carry out responsibilities to promote and safeguard the welfare of all children according to the school's ethos, policy and procedures
- \* To carry out the professional duties of a school teacher as described in the appropriate section of the DfE's Teachers' Standards.

## Main tasks - Summary

- \* Teaching and Classroom Management
- \* Knowledge and Understanding
- \* Planning
- \* Monitoring, Assessment, Recording, Reporting and Accountability
- \* Other Professional Requirements

## Knowledge and Understanding

- \* Understand the purpose, scope, structure and balance of the curriculum requirements
- \* Be aware of the breadth and content covered by the covered by the National Curriculum and have a clear understanding of the progression of skills
- \* Understand how pupils' learning is affected by their physical, intellectual, emotional and social development
- \* Have a professional understanding of how children learn and the ability to stimulate and develop appropriate learning behaviours
- \* Use and apply a knowledge and understanding of Assessment for Learning to ensure children are engaged in their learning

## Planning

- \* Produce effective Long, Medium and Short term curriculum plans to carry out classroom teaching
- \* Identify clear learning objectives and success criteria, appropriate to the needs of each pupil
- \* Set tasks for whole class, groups and individuals, that challenges pupils and ensure high levels of interest
- \* Share appropriate and demanding expectations of pupils' learning, motivation and presentation of work
- \* Have awareness of provision for pupils with particular Special Needs including EAL, Emotional Support, More Able and Exceptionally Able and those with specific learning difficulties
- \* Create opportunities to contribute to pupils' personal, spiritual, moral and cultural development

## Learn to Love - Love to Learn

# Job description



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## Teaching and classroom management

- \* Use effective teaching methods to stimulate intellectual curiosity and enthusiasm
- \* Selecting and making good use of ICT and other learning resources to achieve teaching objectives
- \* Explore opportunities to improve pupils' basic skills in Literacy (including phonics)
- \* Be familiar with the Code of Practice for the identification and assessment of special needs, and as part of their responsibilities under the code, implement and keep records on Individual Education Plans (IEPs)
- \* Use professional evaluation of their quality of teaching to ensure further improvement
- \* Create ideas for 2D and 3D displays and learning walls to celebrate pupils' work and aid learning which will be developed with TA support
- \* Encourage independent learning by labelling resources and making them accessible to children where possible
- \* Keep the shared learning environment tidy and conducive to learning
- \* Establish clear routines for daily procedures and structures for purposeful work, in line with school policy
- \* Expect high standards of work and behaviour at all times throughout the school, in line with school policy

## Monitoring, Assessment, Recording, Reporting and Accountability

- \* Assess how well learning objectives have been achieved and use this to inform future focused planning as well as improve specific aspects of teaching
- \* Mark and monitor pupils' assigned class work and homework, providing constructive oral and written feedback, and setting appropriate targets for pupils' progress
- \* Engage in moderation activities with colleagues / Senior Leadership Team to ensure parity of standards
- \* Show familiarity with the statutory assessment and recording requirements and know how to prepare informative reports to parents
- \* Understand and know how, national, local, comparative school data can be used to set clear targets for pupil achievement
- \* Prepare and deliver Parent Consultation Evenings as well as a detailed Annual Report for every pupil

## Professional Development

- \* Attend appropriate and relevant courses, including in house staff professional development
- \* Disseminate knowledge to staff from external courses attended
- \* Be aware of recent developments in Primary Education and understand the need to take responsibility for their own professional development
- \* Engage fully in the Teacher Appraisal process
- \* Ensure all Child protection training is up to date in line with Local Authority and national statutory requirements
- \* Share own experience and interests to benefit colleagues, children and school

## As a member of the school

- \* Work within the School Mission Statement, Aims and agreed policies
- \* Show loyalty towards developing and maintaining the Christian ethos of the school and work as a member of a team
- \* Be committed to a high standard of teaching and learning
- \* Take corporate responsibility for all children, resources and the school environment
- \* Contribute to, and share in, decision - making where appropriate.
- \* Promote parental involvement
- \* Be aware of the needs of others, maintaining good communication and positive working relationships.
- \* Support PTFA / parish / school fund raising and extra-curricular activities where possible

# Person Specification



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	Essential	Desirable
Qualifications	Qualified Teacher Status or on the pathway	
	Strong qualifications in English and Maths at GCSE (or equivalent), A levels plus a good honours degree	
	Successful DBS and safeguarding clearance	
Experience	Experience of teaching classes with a wide range of pupils with varying abilities, backgrounds and needs	Experience of teaching Key Stage 2
	Evidence of Excellent practice over a sustained period of time in teaching employment or teaching practice	Experience of teaching in a mixed age setting
	Commitment to safeguarding	
Knowledge and understanding	Knowledge and understanding of a broad, creative and progressive curriculum	Using and interpreting a range of data to inform pupil progress meetings
	Secure understanding of spelling, punctuation and grammar to ensure progress in children's writing	Understanding and application of effective monitoring, assessment, recording and reporting of pupil progress
	Clear understanding of appropriate teaching strategies in mathematics	Local and national initiatives and current education policy
	Good ICT skills for the delivery of the curriculum as well as to support other professional duties	
	An understanding of and commitment to inclusive practice	
	A wide range of highly effective strategies for promoting positive behaviour and maintaining a calm and purposeful learning environment	
	Secure understanding of national curriculum and standards	
	Thorough understanding of different groups and how to plan for their particular needs (e.g SEND, Equal Opportunities, boys/girls, more able, EAL, Pupil Premium, LAC)	

# Person Specification



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Professional qualities and skills	Proven good classroom management skills and leadership in behaviour management, including positive behaviour management	A proven track record in raising standards with evidence of pupil progress that exceeds expectations is highly desirable
	Demonstrates impact of high quality teaching and learning in raising standards	Is proactive in seeking out opportunities for professional development
	A commitment and proven ability to target children effectively, across the ability range, ensuring they achieve their potential	
	Good interpersonal skills with the ability to communicate clearly with children, colleagues, parents, governors and the wider community	
	Sound ICT skills with ability to deliver lessons, presentations and use data analysis programmes as an effective tool to enhance learning	
	Professional outlook and commitment to the school	
	Flexibility and positive team work skills	
Personal Qualities	Ability to fully support and promote the school's aims and Christian ethos, and to implement school policies	
	Noticeably value all children as individuals and be committed to developing them to be the best they can	Talents and skills to enhance learning
	Relate well to all members of the school community	Active interest in extra-curricular activities
	Adapt to changing circumstances and new ideas in a positive and creative manner	Commitment to open and effective collaboration across wider networks
	Be hard working and consistently expect high standards of self and others	
	Energy, enthusiasm and a sense of humour	
	Show integrity, loyalty and support to the Headteacher and the school	
Be wholly committed to supporting Sambourne CE VC Primary School on its journey of continual improvement		



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# Selection process

## Safeguarding

Sambourne Primary School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is subject to an enhanced Disclosure and Barring Service (DBS) check. Reference checks will be performed prior to interview.

## School Visit

Visits to the school are warmly welcomed, following the current Covid-19 guidance. Please phone the school office on 01985 212458 and speak with Mrs Thomas to arrange a visit.

## Applications

Please complete the on-line application form with Wiltshire Council.

Closing date:

**Tuesday, 22nd June 2021, 12 noon**

Shortlisting date:

**Wednesday, 23rd June 2021**

Interview date:

**Monday 28th June 2021**

## Interviews

This will take place at the school following the current Covid-19 guidance.

There will be a range of tasks and activities that will make up the selection process.

## Contact information

Sambourne CE VC Primary School

Sambourne Road

Warminster

BA12 8LF

Tel: 01985 212458

[personnel@sambourne.wilts.sch.uk](mailto:personnel@sambourne.wilts.sch.uk)

[www.sambourne.wilts.sch.uk](http://www.sambourne.wilts.sch.uk)



“The Church really values our link with the Sambourne School and we enjoy having the children into Church for special services”

Rev Lorraine Dobbins